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APHIS PHOTO

(See ISAP on page 3)

Redefining the Secretary

By Julie Munsey, Cattle Diseases Surveillance Staff, VS



APHIS PHOTO BY LAURIE SMITH

Who is the secretary of the 1990's? The 1984 version of Webster's Dictionary defines a secretary as "one employed to handle correspondence, keep files, and do clerical work for an individual or company." The 1987 Random House Dictionary of the English Language says a secretary is "a person employed to handle correspondence and do routine work in a business office, usually involving taking dictation, typing, filing and the like."

This definition brings to my mind the image of the secretarial stereotype. I have the television of the 60's to thank for that. I picture a woman

with her hair in a bun, happy to type, file, and fetch coffee to her heart's content. I believe the role of the secretary has evolved since this explanation was created.

Today's secretaries are more diverse than ever. They are men, business school graduates, college graduates, young people straight from high school and people returning to the work force after many years.

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Correction:

In the November/December issue of *Inside APHIS*, we incorrectly stated that it is now possible to produce and administer genetically engineered immunocontraceptive vaccines to control white-tailed deer and virtually any wildlife species. In fact, oral vaccines, other contraceptives, and their delivery systems for controlling wildlife populations are still in the early stages of development and are nowhere near ready for field use. *Inside* regrets the error.

Letters to the Editor

Dear Editor:

Ernest B. Lee, former officer in charge of the Miami Plant Inspection Station, passed away on Wednesday, December 15, 1993, after a sudden illness.

Ernie began his career with PPQ in 1985 as a plant protection and quarantine aid. After a brief stint in the Army Reserve, Ernie attended the PPQ division training center in New York and was stationed at the Port of New York in the Brooklyn and North River Districts. In 1961 he was transferred to Dover Air Force Base, then to Miami at the end of 1962.

In 1972 Ernie was promoted to the position of assistant officer in charge of the Miami Plant Inspection Station, and finally to the position of officer in charge in 1975. During his tenure at the inspection station, plant imports increased from 23 million to 332 million plants per year, and the staff from 6 to 16. Under Ernie's leadership and guidance, the work unit received a Departmental award in 1977. Upon his retirement with PPQ in 1991, Ernie and his life-long companion Frank Matthews went into the antique business. Ernie's specialty: fine oriental porcelains and rugs.

Ernie will be truly missed by all of us who have known and loved him.

His generosity, honesty, and sense of humor will be cherished for years to come.

Aloha nui loa, Ernie!

Jerry Russo
Assistant OIC
Port of Miami

Dear Editor:

Mr. Weston Fortson died January 8, 1994, in Waynesboro, Georgia. He was an officer in charge in Georgia prior to retirement. Plant Protection and Quarantine and I lost a friend on this day.

In retirement, Mr. Fortson continued to be interested in PPQ activities and the people he worked with. He was particularly elated over the success of the boll weevil program. He cherished the Georgia Federal/State employee reunion each year in Dublin, Georgia.

I remember him as a gentle, fair, dedicated man. He was a domestic officer who wore a white shirt and a tie most all the time. His attention and dedication to the job earned him the nick name "Fortitude," which I gave him years ago.

I will miss my friend Fortitude.

Eddie W. Elder
Chief Operations Officer
Port Operations, PPQ

Inside APHIS

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system. Systems integrators bring order to the chaos of multiple suppliers.

The APHIS integrated systems contract that vendors were submitting proposals for on that day last October has a potential worth of several hundred million dollars. The vendors—the significant integrators and manufacturers in the computer field—were responding to a request for a proposal for an Integrated Systems Acquisition Project (ISAP) in APHIS.

The goal of ISAP—a project that has pulled in team members from both program and headquarters staffs—is to implement compatible computer and electronic information systems in APHIS that support the APHIS mission.

Office of the Trail Boss

To launch a project of this magnitude, a first of its kind for APHIS, the agency contacted the General Services Administration (GSA), which recommended that APHIS set up a staff called the Office of the Trail Boss (OTB).

"The working concept," explains Bill Cosgrove, APHIS Trail Boss, "was created by GSA in 1988 to handle large automated data processing (ADP) procurements by Government. When I first heard the term trail boss, I got a picture of someone like Jack Palance riding his horse into the sunset. Some people like the name and some think it's tacky, but the approach works."

The trail boss concept developed from large dollar value procurements that GSA was reviewing in the mid-eighties with NASA, Defense, and USDA. The trail boss leads a team of qualified technical and contracting specialists within the agency and assigns them to work full-time on the procurement project.

Teams in Two Locations

Cosgrove, who came to APHIS from the Agricultural Stabilization and Conservation Service, organized the ISAP team. The team has 13 people in Hyattsville, MD, and 12 in Fort Collins, CO. Greg Gage, OTB's deputy director for technology and implementation, joined the OTB in 1989, bringing the technology assessment branch of Management and Budget in Hyattsville with him.

"The Fort Collins Center of Epidemiology and Animal Health

became part of the ISAP team because it had the highly technical knowledge we were looking for, and the group was interested in ISAP," Cosgrove explains. "We knew long-term details to Hyattsville were impractical, so we set up teams in two locations."

"The goal of ISAP is to give APHIS programs the opportunity to replace the mixture of computer systems they now have," says Gage. "This isn't just a catalog of hardware and software, though 2,000 line items will be part of the contract. It's envisioning an integrated system that will let APHIS's strategic planning work."

The ISAP team spent from 1988 to 1991 complying with GSA requirements for acquiring major systems. These included a needs' analysis, an alternatives' analysis, and an analysis of costs and benefits to the agency. In August 1992, APHIS received the final and full approval from GSA and the Department to proceed with the procurement. The technical approval and delegation of procurement authority are for a 10-year period.

"With this initial ISAP contract, we will have about 3 years to transition and implement ISAP capabilities, and 2 years to upgrade or expand and maintain the systems, before we prepare for ISAP's replacement," says Cosgrove.

The solicitation that the OTB sent to vendors in January 1993 contained an architecture for hardware, software, and telecommunications that will make office automation (word processing, spread sheets,

software, methodology of interacting with computers) compatible throughout APHIS. The contract will also lead to APHIS-wide data bases and electronic mail systems, to improved capability for data communication with cooperators, and better support services, including a hot line, network maintenance, and technical support. In short, it will equip APHIS for communicating successfully in the world market place of the 21st century.

In October of 1993, OTB received several hundred boxes of responses from multiple vendors. Now, OTB procurement teams are pouring over the responses, assessing and recording findings in hardware, software, communications, prices, support capabilities, business strengths, history of handling government contracts, and operating systems of each vendor. The assessment of the teams will go to the Source Evaluation and Implementation Board (SEIB) in several months.

Every program in APHIS is represented on this board by a senior-level manager appointed by his or her deputy administrator or program director. Because this group is being challenged to understand the technology in order to select a vendor, explains Cosgrove, the SEIB will also coordinate implementation of the contract in each program after the contract is awarded. Once the SEIB receives and reviews the assessment of the OTB, it will make a recommendation to the Source Selection Board. The APHIS administrator and this

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APHIS PHOTO BY LAURIE SMITH

Greg Gage, Deputy Director, (left) discusses the solicitation for integrated computer and communications systems with Bill Cosgrove, Director, Office of the Trail Boss.

The Theme Is Enjoyment, Say Two Top Managers on Retiring

Dick Backus, Associate Deputy Administrator for PPQ, retired at the end of January, and Billy Johnson, Deputy Administrator for VS, followed hard on his heels in early February. Before they left, both men described their new lives for *Inside* readers.

Both have similar plans. After Johnson's last day on February 3, he and his wife left almost immediately for Little Rock, Arkansas.

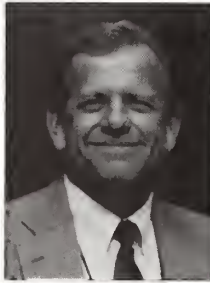
"We intend to build a house there where we spent the first six years together," Johnson says. "We're looking, but if we can't find exactly what we want, we'll build."

Backus must wait a year before his wife is able to join him in retirement. Then they're off to Arizona.

"I've got a lot of catch-up house repairs to do," Backus says, "to get our house here in the Washington area in shape to sell."

Meanwhile, Backus has plenty of fun activities lined up:

"I've signed up to take a pottery course and I'll be doing more woodworking. I'll have more time to fish—fishing is one of my loves. I'm planning to get involved with the Isaac Walton League and its environmental work. I'll also fish in the League's ponds around where I live."



Dick Backus



Billy Johnson

"I'm not planning any further work," Johnson remarks. "I've worked nearly 38 years in government, and that's enough. I may have cattle in retirement—I grew up on a farm and always had cattle till I moved to Hyattsville. If I have cattle, they will be to enjoy."

For both men, too, it's the people that have made their long careers in Federal service worthwhile, and both hope that they are remembered as people persons.

"It's the people that matter," says Johnson. Though he hopes people will remember his work on eradicating brucellosis, he recalls the people at work and those he golfed with on Saturday mornings. "The people I worked with daily—the ones I turned to when I was having trouble and needed their support—I'll miss them."

Backus cites the teamwork that was important to him and the people he met while traveling.

"I've always thought that working together is the most effective way to get the job done," he says. "One of the things I remember as exciting and fulfilling was a trip I made to South Africa 20 years ago. I did a review there that eventually led to a pre-clearance program with South Africa. I remember it so well because although I was half way around the world, I felt right at home there. The people were wonderful—there and many other places. I'll always have great memories of all the travel I did and the people I met."

"I wanted to stay with APHIS until we eradicated brucellosis," Johnson says. "But I couldn't stay another four years. My father is in a nursing home in Texas, so I'll be spending some time with him. And my wife has two brothers in Arkansas who have severe health problems. We want to be close to these people while there's time."

APHIS employees and friends said good bye to each of them at retirement dinners held in the Washington, DC, area. The sentiments expressed there were unanimous: We'll miss them and we wish them well! ♦

Personnel Records Don't Age With You Unless You Act

By Gail Moses, Human Resources Operations, M&B

Three years ago, President Bush requested that all Government agencies report the names of employees who had served in Desert Shield. When we received the request at the Human Resources Operations (HRO) staff in Minneapolis, MN, we thought we could find the information easily in the automated personnel records system at the National Finance Center. We thought wrong.

The information about the uniformed service status of many employees was outdated or not there at all. We had to resort to a lot of research to determine which employees on leave without pay were in military status at that time in order to fill the President's request.

Outdated uniformed service status is one of two common errors

that HRO commonly finds in personnel records. The other is employees' education levels. HRO employees, now a part of the Human Resources Division in APHIS, initiate these records by inputting the information from application forms (SF-171s) and military discharge certificates (DD-214s) when employees begin their careers with APHIS. Employees are responsible for notifying us of any changes in education levels or uniformed service status.

We input education levels from the SF-171 submitted when the employee starts with APHIS. We often discover by accident that an employee has continued his or her education without notifying us to change the personnel records. It is not necessary to report individual courses—only full years of credit or completed degrees.

HRO extracts military service information from an employee's DD-214 when he or she is first hired. The personnel system keeps records of which employees are in Ready Reserve, Standby Reserve, National Guard, and retired from military service. Employees who have joined or separated from reserve service should notify HRO at the time the action happens.

Employees who believe they need to update their personnel records to reflect changes in education level or reserve status or who are unsure of what information is currently on their records should contact an HRO processing associate. The information can be retrieved from the automated personnel system. We at HRO can check the information for you quickly—it's our job! ♦

Maritime Port Intercepts Its 10,000th Foreign Pest

Port of Savannah Records Date From 1931

"We were excited when we realized it was our 10,000th foreign pest interception," says Art Miller, Officer in Charge for inspection activities at the port city located near the mouth of low-lying Savannah River along the Georgia coastline.

"This number is significant because it comes from our maritime miscellaneous cargo inspections, not from airport baggage inspections, or from maritime ports with high-volume regulated cargo," adds David Holman, Assistant Officer in Charge at the port.

PPQ Officer Steve Bravenec discovered the pest on December 13, 1993, during a routine examination of tile en route to Alabama from Spain. The pest was a non-endemic species of bark beetle. The imported shipment was impounded long enough for PPQ employees to see it fumigated with methyl bromide. Then it was released to continue on to its destination.

One of more than 90 ports of entry at which PPQ inspects cargo, Savannah records for pest interceptions began in 1931.

"The port has grown a lot since then," says Holman. "We're still small compared to some ports, but we're getting a lot more pests now than we did in the early years. We have made 47.82 interceptions per month for the last 13 years compared to 4.39 per month for the first 50 years."

Frank Krainin is the supervisory officer who coordinates work at the Garden City port facility, one of the docks along the Savannah River that handles container cargo. According to Krainin, about 90% of the pests found at the port are hitchhiking on shipments of granite, iron castings, tile, or slate. Regulated cargo entering Savannah other than textiles and construction materials include shipments of animal products, fresh fruits and vegetables, art ware, cotton, and seeds.

"About 90 percent of the imported shipments requiring fumigation in Savannah—there were 487 last year—come from Mediterranean countries," Krainin says. "Because of the high infestation risk, every shipping container from the Mediterranean gets an inspection."



PHOTO COURTESY STEVE BISSON, SAVANNAH NEWS-PRESS

Steve Bravenec, discoverer of the 10,000th pest, checks packing materials for insects at the Georgia Ports Authority.

"Ports with high-volume regulated cargo would, of course, have higher interception rates, says Miller. But Savannah's figures are significant when compared to interception rates of other ports handling primarily miscellaneous cargo."

Last year, the port of Miami led the number of reportable interceptions at maritime facilities with 928. San Pedro, CA, followed with 761 foreign pest interceptions, and the Fort Lauderdale, FL, maritime port reported 504. Savannah came in seventh out of 49 maritime ports with 184 interceptions, according to Ron Sponaugle, who keeps PPQ's port records in Hyattsville, MD.

"For a small maritime port, 10,000 is a very large number," Miller emphasizes.

Local media thought so too. The port went out with a regional press release, and major feature stories appeared in the Savannah, GA, and Jacksonville, FL, papers. Channel 3 in Savannah also ran the story on its nightly news program. Congressman Jack Kingston's office recognized the feat by presenting Miller with a U.S. flag that had flown over the Capitol.

"It was an occasion for us to let the public know how we keep out what I call 'biological pollution' from overseas," said Miller. "It's good to have a ready-made opportunity to tell the public how we reduce the risk to American agriculture." ♦

Tick Program Benefits Puerto Rico's Livestock Industry

By Marlene Curcio, Public Affairs, LPA

Five hundred years ago Yañez Pinzón, one of the Spaniards who accompanied Christopher Columbus in his travel to the New World, introduced livestock as an essential food source for the colonists' survival in Puerto Rico. From then on, meat and milk became fundamentals of the daily diet of Puerto Ricans and the economic base for a dairy and meat industry for this Caribbean island.

Currently, APHIS plays an important role in the growth of the cattle industry as it works in partnership with agricultural health agencies to combat animal diseases and improve animal productivity.

"In Puerto Rico, VS wants to lead the efforts of local and Federal agencies as well as private industry in protecting and improving the health and productivity of animal agricultural resources," said Bob H. Bokma, Area Veterinarian-in-Charge.

The annual report of the island's Milk Industry Regulation Office states that milk production constitutes the main agricultural enterprise in Puerto Rico, generating more than 10,000 direct and indirect jobs. The agricultural gross income increased to \$691.6 million last year, of which \$234.6 million was from livestock products.

A Dangerous Arachnid

This valuable part of the Puerto Rican economy is being threatened by *Boophilus microplus*, commonly known as the tropical cattle tick. This dangerous arachnid is a principal cause of livestock production losses. Cattle infested by the *Boophilus* tick lose weight, produce small quantities of milk, suffer from anemia, and transmit tick-borne diseases.

The tick is an intermediate host of babesiosis. Cattle with babesiosis often die; those that survive are typically sold for slaughter. According to conservative estimates, infestations of *Boophilus microplus* reduce the Puerto Rican livestock industry's gross income by about 10 percent, or more than \$34 million per year. Several studies have found that APHIS' effort to



PHOTO BY JOSE TORRES, PROA

Left to right: Area epidemiologist Dario González, LPA public affairs specialist Marlene Curcio, three cattle farmers, and three Commonwealth inspectors from Arecibo examine farmers' records.

wipe out this pest through the Tick Eradication Program (TEP) will provide significant benefits to Puerto Rico's livestock industry.

"The TEP is of vital importance for the growth of the livestock industry," says Dr. Carlos H. Miranda, Arecibo TEP Station Director. "If the TEP disappears, the production of milk and meat will be greatly affected by the high costs of prevention and control programs. Cattle owners will have to implement these programs at their own cost on their respective farms," he observes.

From Sugar Cane to Cattle

According to Dr. Miranda, a control program is expensive and never-ending. Herd owners will be obliged to continually treat their animals until veterinary medicine develops a vaccine and/or an effective treatment.

Between 1936 and 1954, a successful eradication program eliminated the tropical cattle tick from Puerto Rico.

"The eradication of the *Boophilus* tick occurred at a historically opportune moment, Miranda adds. Sugar cane production had declined, and the vacant lands offered a great opportunity to substitute the sugar cane industry for another—the cattle industry." The island re-

mained free of this tick until 1978 when it was again discovered in the western portion of the island.

"The Puerto Rican cattle industry is important to the island's viability, health and economy. We need to join efforts to fight every condition that jeopardizes the future of this industry. This is the main reason for the current eradication program, which began in 1979," says José R. Díez, TEP Director.

Today's Cooperative Program

To eradicate *Boophilus microplus*, APHIS-VS and the Puerto Rican Department of Agriculture (PRDA) negotiated a cooperative agreement to define the project's organization, work plan, and budget. The cooperative agreement provides for an executive board that determines long- and short-term goals for the program, approves budgets, exercises policy decision-making and oversight responsibilities, and approves position description and performance standards.

An advisory council, composed of the TEP director and representatives from the livestock industry and agriculture extension services, was created to increase program support

via effective public education and feedback from stakeholders about program policies.

Currently, the program carries out activities from three stations: Arecibo in the northwest, Juncos in the east, and Guánica in the southwest. The director's office and administrative support are based at the APHIS-VS area office in San Juan.

Cattle Showers

Most of the employees are Commonwealth inspectors who are supervised by Federal employees and who are located in sub-stations around the island. Their work begins at 6:00 a.m. when they report to the sub-station to pick up their itinerary, prepare their equipment, and go out to the field in brigades.

The cattle farmers who are on the schedule for that day must have their livestock ready to receive the treatments. The inspectors check the animals to verify that they are the same that were treated last time. Then they proceed to treat the animals with a pesticide, Taktic, that either is sprayed manually by employees with pressure tanks or with a machine called a spray dip. This machine is used when the herd has more than 200 animals. An

animal enters the machine where 28 nozzles then thoroughly spray it with pesticide.

"The program especially benefits the small herd owners, because generally they don't have the resources necessary to treat their animals. Our program is able to provide these services to them free of charge," adds Díez.

According to Díez, the TEP has made significant advancements during the past few years. At present, the entire island is under quarantine and treatment for *Boophilus*. The island municipality of Culebra is tick-free.

According to information furnished by Darío González, epidemiology officer at the Juncos TEP station, the protocol for *Boophilus microplus* eradication used in Puerto Rico consists of 231 days of systematic treatments 21 days apart.

"This protocol requires that all animals in the herd be treated every 21 days," says González. "The basis for this protocol is the tick's life cycle and a 7-day residual activity of the pesticide used in the treatments. The residual period leaves 14 days when new larvae can attach to animals. But this period does not allow sufficient time for the maturation of female ticks. Therefore, the

ticks can not disseminate eggs and reproduce before the host animal is treated again. The protocol duration (minimum 231 days) is based on the observed maximal survival of unfed larvae, which is about 180 days."

The TEP epidemiology summary for the fourth quarter of fiscal year 1993 shows 18,696 bovine premises in Puerto Rico, according to Larry Paisley, area epidemiology officer. Of these premises, 9,792 (52 percent) are in free status.

Industry Opinion

"Our goal is to join efforts with the local cattle industry to eradicate the *Boophilus* tick by 1997. I believe we can do it," states Díez enthusiastically.

Fernando Toledo, President of the Puerto Rico Chapter of the American Farm Bureau, agrees. "We need to strengthen cattle-movement regulations and the penalties to combat illegal cattle movement," he says.

To move livestock from one location to another, cattle producers have to request a movement permit at least 24 hours in advance. TEP inspectors visit the premises and inspect animals for ticks by scratching them. Then, they treat the animals. If they find ticks on the animals they do not issue permits. The inspectors return in 24 hours to scratch and treat again until no ticks are found. When every animal is tick free, they issue the permit.

"Producers who move animals with ticks are responsible for infesting areas that are tick free or setting back areas where treatments have greatly reduced tick populations. When this occurs, the program loses the efforts and resources invested," Toledo says.

As TEP covers more area and reaches its goal of eradication, additional producers and consumers of meat and milk products benefit, comments Díez. As losses due to tick infestation are reduced, the cost of milk and meat production drops. As ticks and related diseases decrease, more abundant supplies of meat and milk are available at reasonable costs to all Puerto Ricans. ♦



PHOTO BY JOSE TORRES, PRDA

At small cattle farms, TEP inspectors treat cattle manually as they are herded into chutes.

The Paperless Office and Other Visions of Three Managers

By the end of this year, APHIS will have in place integrated systems capable of launching us into the 21st century. [See article on ISAP on page one of this issue.] The Integrated Systems Acquisition Project (ISAP) will give APHIS programs access to compatible hardware, software, and telecommunications. With these systems we can build the vehicle that can drive down Vice President Gore's information superhighway.

To learn how APHIS programs are planning to use ISAP, *Inside* talked to managers in three programs: Bill Dusenberry in ADC, John McLeod in PPQ, and Will Hueston in VS. The three agree that under ISAP the paperless office will take shape within their programs. Some of the offices have already implemented equipment that is making paper unnecessary.

Offices without Paper

Hueston, who is director of the Center for Animal Health Monitoring in Ft. Collins, CO, already is hooked to Internet, a global communications system via satellite. When Hueston travels, his messages come into his electronic mailbox. His secretary doesn't have to open and sort his mail or prepare letters as replies. When he returned from a trip last month, for example, he signed onto his computer and read through 66 messages in several minutes. All had been sent electronically from colleagues as close as in the building and as far away as half way around the world. His mail included messages from a veterinarian in New York, a professor at Cornell University, the assistant chief veterinary officer in New Zealand, and a researcher at Pennsylvania State University.

Bill Dusenberry, director of the program and research support section of ADC's Denver Wildlife Research Center, also has Internet access. His information and technology transfer group can communicate with researchers and institutions in other countries, but not with DWRC staff except through the APHIS E-Mail system. The Center has no network servers to connect

its staff electronically. However, access to Internet's hundreds of information data bases has been of great benefit to the ADC research programs.

Networking Data Bases

"No wonder that Vice President Gore's task force on reinventing government cited government's failure to use state-of-the-art, compatible automation, communication and information technologies," Dusenberry says. "In ADC we will be using ISAP to network our many data bases. We'll be purchasing servers and other equipment to implement our data bases on networks that include our own headquarters offices, ADC operations, cooperators, and universities."

John McLeod, associate regional director of PPQ's central region, mentions the compatibility that ISAP

"ISAP asks what electronic capabilities we'll need in the future. In the past, we only asked what equipment we needed today."

Will Hueston

will bring to hardware and software throughout PPQ and throughout the agency.

"As we phase in new PCs and new software, PPQ employees will begin moving information with ease from office to office and region to region," McLeod says. "We will no longer lose time while an employee learns a new office's equipment or port procedures. A PPQ officer who transfers from Dallas TX, to Chicago, IL, will input data into the computer and retrieve information from the system in the same way."

"All APHIS will enjoy increased speed of information exchange that the ISAP contract will give," says Dusenberry, who is also on the

Source Evaluation and Implementation Board. This board, made up of program representatives appointed by each major program's deputy administrator or director, will recommend to the administrator the right vendor for the contract.

"The speed of information exchange will increase as networks provide us accuracy, instant updating of data, and electronic transfer of information," says Dusenberry. "For example, at DWRC we are planning a local area network (LAN) data base for chemical samples under the ISAP contract. With this network we will track all chemical samples received at DWRC throughout the life of the sample. The on-line data base will show the exact location of the sample at any time and detail every action performed on the sample. When we have this data base, we will much more easily meet the stringent requirements of EPA and FDA audits."

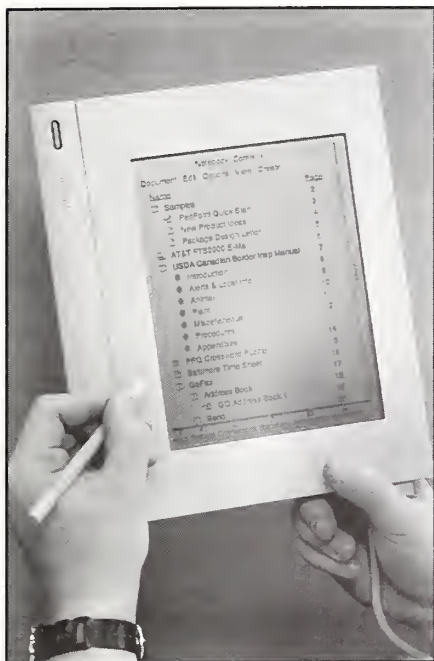
"The great value of ISAP, even more than the uniformity and availability of items the contract will offer us, is its vision and open door to the future," says John McLeod. "Without ISAP, we can't take the next step. We can't look long range."

When asked to look into the future beyond the 10-year ISAP contract, the managers had no problem. Hueston compares an APHIS veterinarian's work today with that of one 15 to 20 years from now.

VS Field Work in 20 Years

"Today, to investigate a sick animal," says Hueston, "our veterinarians drive to a farm, look at the animal, and make notes on their observations. They may or may not take a blood sample. Then, they return to the office, type their notes into a word processor, and if the findings are significant, call in the results to their supervisors. The blood samples have to be packaged and express-mailed to a Federal laboratory. Breakage and loss of samples are not uncommon."

"The veterinarians of the future will drive to the farm. They will wear beeper-like instruments that they speak into as they are making their examinations. Their words will be



APHIS PHOTO BY LAURIE SMITH

This tablet computer without a keyboard is being evaluated currently by PPQ's Technical Information Systems group in Hyattsville, MD.

beamed off a satellite; a computer with a voice-recognition system will translate the verbal report to a written document. They may be wearing safety helmets with TV cameras. A virologist at Ames, IA, could watch the examination and relay instructions to the veterinarian for a blood sample. With lab equipment in the car, the veterinarian could conduct the test and relay the results to the virologist. Results are immediately shared with those who need to know the information. Animal health managers with this information make the decisions needed to avoid risking spread of disease."

McLeod's vision for PPQ has similar elements. Instead of reporting to the office and having the supervisor assign them to inspect an incoming vessel, officers will communicate with the office using a hand-held computer that uses a pen instead of a keyboard. If new ships have arrived, the officer doesn't have to go to the office to check a paper list. Instead, he or

she will query a regional or national data base with the hand-held computer. The data base will give the risk status of the vessel. Comparing that risk with previous inspections at other ports, the officer will decide immediately whether to board or not board the vessel.

For cargo inspections, PPQ officers now rely on a list of interceptions (except for pest alerts) that PPQ publishes once a year. In the future, officers will query a national database via satellite. They can learn immediately if officers at other ports have encountered pests with this commodity. For example, if a cargo of melons from South Africa comes into Houston, TX, by querying the data base, officers will learn that at Miami, officers found an actionable pest. Now they know immediately that they need to inspect this cargo. If they find insects with the melons, they can use the same hand-held computers to review program manuals to decide if the pest is new or is a common one. Then they can decide whether or not to let the melons come in.

With a new or unidentifiable pest, officers will return to the office with the interception information in the hand-held computers. They will compare this information with computer-based taxonomic keys (descriptions of pests) instead of paper identification keys now used. Digitized video images of species may by then be available to speed identification. Right now they are way too costly, comments McLeod.

"We'll have placed the electronic tools that will make us more proficient in pest identification lower in the organization," comments McLeod. "We'll have to give our officers better tools and let them become autonomous because commodities entering the country requiring inspection will increase far beyond our personnel resources."

The Global Positioning System

Both McLeod and Dusenberry see another electronic tool—the global positioning system—becoming an important one for all future APHIS employees working in the field. To conduct surveys for pests, for example, or to check damage done by wildlife, employees will use three satellites to triangulate their exact

positions. They will create a data record on a hand-held computer and, at the end of the day, will transmit these records directly to a network. The data will then be instantly available at the site and at headquarters to generate maps or use in conjunction with other data sets to formulate a Geographic Information Systems analysis.

The Beauty of ISAP

Although hand-held computers and global positioning systems won't be available with ISAP, ISAP will begin to give us the capabilities that will allow us to purchase these tools under ISAP's replacement.

"The beauty of ISAP is that it fits into the Agency's strategic plans, says Hueston. "ISAP asks what electronic capabilities we'll need in the future. In the past, we only asked what equipment we needed today."

With the ISAP contract in place, APHIS managers will begin to procure the systems that they need now, and they can continue envisioning the information and communications systems their successors will be ordering in the future. ♦

ISAP from page 3

board, essentially the AMT, will select a preferred vendor and send this choice to the APHIS contracting officer in the fall of 1994.

"Right now APHIS employees spend too much time getting information back and forth, says Cosgrove. The energy spent in gathering and sending information can better be spent in analysis of the information. With ISAP we'll have the time for analysis because we'll have the architecture in place for instant communications with each other and many agricultural interests.

The goal for ISAP is to help APHIS people do their jobs better. As APHIS programs procure under the integrated systems plan, programs will more easily share information with the agricultural community and begin to fully satisfy their customers. ♦

A Window of Opportunity for Veterinarians-in-Training

By Kim Taylor, Executive Correspondence, LPA

It seems an unlikely scenario: Each January, a few APHIS officials and a group of students representing the 27 U.S. schools of veterinary medicine converge on the tiny hamlet of Greenport, Long Island, willingly subjecting themselves to over a week of bone-chilling temperatures, biting winds, and twice-daily ferry rides to a small island located off the northeastern tip of Long Island.

Their destination? APHIS' Foreign Animal Disease Diagnostic Laboratory (FADDL) at Plum Island, NY—site of the annual Smith-Kilbourne Foreign Animal Disease program. [For more information about FADDL and the Plum Island Animal Disease Center, refer to the November/December 1992 edition of *Inside APHIS*.]

The program was named for Theobald Smith and Fred Kilbourne, two Federal veterinarians who pioneered research in the late 1800's proving that ticks carried Texas fever. Until that time, disease transmission by ticks and other insects was unproven. Smith and Kilbourne's breakthrough led APHIS' predecessor—the Bureau of Animal Industry—to institute a dipping program for ridding cattle of carrier ticks, which eliminated the disease from the United States by 1943.

Cooperative Endeavor

The Smith-Kilbourne program is a team effort in the truest sense of those words. James W. Glosser, a former APHIS administrator now on detail to the University of California at Davis, cofounded the program in 1989 with Phyllis B. York, APHIS' Director of Recruitment and Development (R&D). They envisioned it as a cooperative educational endeavor between the Agency and U.S. veterinary schools—a way to enhance awareness among tomorrow's veterinarians of the potential threats that foreign animal diseases hold for domestic livestock populations.

This spirit of cooperation also extends to the makeup of the Smith-Kilbourne staff. Francis K. Murphy and John J. Coakley, both with the APHIS Recruitment and Development program, manage and organize the program in concert with FADDL administrators. A number of APHIS veterinary medical officers, drawn from various VS offices as well as



APHIS PHOTO

Corrie Brown, head of FADDL's pathology section, reviews slides with a visiting scientist from Cameroon.

Agency headquarters, act as program facilitators.

APHIS wholly funds the Smith-Kilbourne program; however, as part of the bargain, the student representatives are expected to give presentations about their experiences when they return to their respective schools. Students wishing to attend the program apply through their schools; the selection process is directed by a panel of faculty members or a designated official.

The curriculum itself consists of a series of informative lectures given by FADDL and APHIS staffers on about 14 major exotic animal diseases, melded with a great deal of hands-on training in diagnostic and communications skills. In addition, Smith-Kilbourne instructors familiarize students with APHIS' role in acting as the main line of defense against such diseases entering the United States. The program is often the first opportunity many of these first- and second-year veterinary students have had to experience the devastating effects that foreign animal diseases can have on livestock—and on entire nations.

During their week at FADDL, students accompany facility veterinarians on their daily rounds and observe animals exhibiting clinical

signs of such destructive exotic diseases as foot-and-mouth disease (FMD), rinderpest, and highly pathogenic avian influenza. Later, students actually do necropsies on infected animals, under the helpful tutelage of the FADDL staff. Many students found this portion of the course to be particularly instructive, as they normally do not have the opportunity to perform necropsies in a classroom setting until their fourth year of veterinary medical school.

Program participants also gain important benefits not included in the pages of their itineraries. The Smith-Kilbourne seminar provides them with an unparalleled opportunity to network with fellow students from across the country, as well as the chance to rub elbows and compare notes with practicing veterinary professionals.

According to Corrie Brown, head of FADDL's Pathology section, aspiring veterinarians must be aware that there is much more involved in dealing with foreign animal disease outbreaks than eradicating illnesses and minimizing animal losses. Social, economic, political, and environmental factors also figure into the equation. "So you are not just dealing with a battle against a particular virus or bacte-

rium," she stresses. "You are also dealing with things that impact upon people and their livelihood."

Canadian Outbreak

To emphasize to the students just how debilitating an effect exotic disease outbreaks can have on the economy of a country, Brown talked about a relatively small FMD outbreak that occurred in Saskatchewan, Canada, in 1952. Although Canadian officials acted swiftly to contain and eliminate the outbreak, it still cost about \$1 million to eradicate it. However, the biggest economic punch to Canadian farmers came from the lost exports that resulted from the incident—about \$650 million worth. If a similar outbreak occurred in the United States today, Brown stated, the potential loss in export markets would likely total somewhere in the neighborhood of \$20 billion.

And, the potential impacts of foreign animal disease outbreaks are certainly not limited to the economic and political arenas. As Brown sees it, environmental concerns—such as pollution problems caused by disposal of carcasses and nonmarketable products, as well as the potential for certain diseases to be transmitted to wildlife—also play a critical role.

Furthermore, the socio-religious fabric of affected cultures must be considered if disease eradication programs are to begin and be fully successful. Brown used an incident that occurred in Haiti some years ago to illustrate the importance of respecting cultural norms.

To eradicate African swine fever (a highly contagious, acute viral disease of domestic swine) from their country, Haitian authorities depopulated the country's black Creole pigs, which were an integral part of native religious ceremonies, as well as an important form of monetary

exchange. To compensate, the Haitian authorities replaced the Creole pigs with what they thought was an adequate substitute—pink-and-white pigs. However, the replacement pigs got sunburned and generally did not fare as well in the hot climate, and the native people's culture and economy suffered as a result.

The moral-ethical controversies surrounding the use of animals in research and other animal welfare issues also looms large on the personal horizons of today's—and

Brown noted that, at FADDL, researchers employ a maximum multiple-use policy with regard to animals used for training purposes, in accordance with the "reduce, refine, and replace" philosophy endorsed by Congress and many research facilities. Such policies encourage researchers to, among other things, decrease the use of animals in experimentation, increase the use of tissues and other byproducts, and even replace some animal research with computer modeling, cell culture, or other techniques.

A Valuable Experience

While the principal intent of the Smith-Kilbourne program is to educate future veterinarians in the recognition of foreign animal diseases, some students found that, through the learning process, they also dispelled some commonly held misconceptions about their fellow students and Federal workers.

"I thought the diversity of the student participants was interesting, and maybe a little bit surprising," said Jennifer McAvoy, who hails from Kansas State University. Most of the students weren't just focused on animals used in agriculture, as she had originally thought, but were interested in many other areas within the profession, such as the treatment of wildlife diseases and veterinary

pharmaceutical research.

She was also impressed by the high level of dedication and professionalism displayed by the APHIS facilitators and Plum Island staffers. Christopher Puzio, who is enrolled at the University of Missouri, agreed. "Until coming to Smith-Kilbourne, I never thought I'd be interested in working for the Federal Government," he asserted. "But my positive experience with the people there has made me reconsider my options." ♦



APHIS PHOTO BY CORRIE BROWN

Two 1994 Smith-Kilbourne students, Chris Puzio and Lori Scheyd, perform necropsies on chickens at the Foreign Animal Disease Diagnostic Laboratory at Plum Island, NY.

tomorrow's—veterinarians. As Brown put it, "the makeup of our society is shifting from an agrarian to an industrial-urban society, and we need to start a productive dialogue now with the public about relevant animal welfare topics."

She also urged students to educate themselves about the issues at hand, through reading good philosophers and taking courses in biomedical ethics or similar subjects, and to otherwise prepare to "deal with this moral debate, because its resolution—if there is to be any—will fall squarely on your shoulders."

Doctoring Camelids in Peru Is No Safari

By Tom Cramer, *Operational Support, VS*

Consider spending 3 weeks living with several hundred llamas and alpacas in the wilds of Peru. Jack Amen, an epidemiologist and a risk assessment specialist with the National Center for Import and Export, recently did. Perhaps he was attempting to become the Jane Goodall of the camelid world?

Actually, Amen was one of several APHIS veterinarians rotated to a camelid importation project initiated and financed by a major U.S. importer of llamas and alpacas. Camelids are camels, llamas, alpacas, and similar animals.

Amen's tour of duty occurred during the first 3 weeks of January, during which time he served as personal physician for 520 camelids awaiting exportation to the United States. The animals had been gathered in a quarantine facility near Tacna, a community of about 60,000 situated in a dry, desert-like region at the southern tip of Peru.

Before they leave Peru, the animals are required to spend 60 days in quarantine being tested for various diseases, such as foot-and-mouth disease and bluetongue. This phase of the project is called the preembarkation quarantine. If all goes well, the camelids are flown to the Harry S Truman Animal Import

Center in Key West, FL, where they spend another 90 days under surveillance and undergoing more tests.

Finally, after USDA has done everything in its power to ensure that all the camelids are healthy and disease-free, they are released from quarantine and into the possession of their owner (the U.S. importer who paid for the quarantine in both Peru and the United States) who then sells them to llama and alpaca breeders all across the United States.

"During the preembarkation quarantine we mainly do three things," Amen explained. "We test the camelids for tuberculosis. We draw serum (blood) samples, and we collect oesophageal pharyngeal (OP) samples. We send all the serum and OP samples to the Foreign Animal Disease Diagnostic Laboratory (FADDL) on Plum Island, NY, for analysis.

"The serum is tested for foot-and-mouth disease, brucellosis, vesicular stomatitis, bluetongue, and trypanosoma vivax. The OP samples are kept in reserve for use in isolating the foot-and-mouth disease virus in the event any of the serum samples turned out positive for that disease."

Amen is very much at home when he's on assignment south of the border. He speaks fluent Spanish, having been stationed in Honduras for 4 1/2 years with International Services. (Amen technically remains a member of International Services, but is currently on a 2-year detail with the National Center.)

While in Honduras he performed numerous disease outbreak investigations and helped to train veterinarians and laboratory technicians in the clinical signs, pathology, and diagnosis of various exotic animal diseases. He has also worked in Mexico, Paraguay, the Caribbean, and a number of Central American countries.

Peru, the Favorite

Amen admitted that of all the countries he's worked in, Peru is his favorite because of the extraordinary warmth of the people there.

"I thoroughly enjoyed working with the Peruvians who were assigned to this camelid project," Amen said. "There was one veterinarian, six animal caretakers, and the cook. The caretakers do the feeding and watering and cleaning. None of the caretakers were local. They were all from an area in the mountains called Puno.

Amen said that in order to maintain biosecurity, everyone worked, slept, and ate at the quarantine facility.

"They were very friendly, open people, and great to work with," Amen said. "We had a lot of fun. One of them, Luis, had a guitar. He would play Peruvian folk songs for us in the evenings.

One day the Peruvians decided we were going to have guinea pig for dinner (the Peruvians call it "cuy" (pronounced coo-ee). They cooked the guinea pig with his head, ears, and eyes still attached. They deep-fried him, so he was kind of greasy and slimy. I don't think I want to try guinea pig again --at least not deep-fried. I hear they're better when you bake them.

"After our guinea pig feast, I asked them if we could have alpaca for dinner some night. We never got around to it, though."

Amen said that out of 520 camelid critters, 492 were alpacas and only 28 were llamas. This balance was just fine with Amen,



APHIS PHOTO

Jack Amen, IS epidemiologist, works with the Peruvians assigned to care for a consignment of mainly alpacas destined for this country.

who said the alpacas tend to be the nicer of the two.

"The alpacas are smaller than the llamas," he explained. "They're very docile, very much like sheep. They will spit at you, but not nearly as often or with as much force as the llamas.

A Spitting Contest

"The llamas are two to three times the size of the alpacas, so along with the larger size comes a larger self-confidence, I guess. They're not afraid to throw their weight around and let you know when they're unhappy. Actually, though, they don't spit at you out of meanness. They spit at you when they feel threatened."

Has Amen ever taken a direct hit in the line of duty?

"Sure," he replies casually.

"When you're taking blood samples or OP samples you have to go right up to them, because you're either drawing blood from their necks or swabbing their throats to get the OP samples. So you're right in their face. You're an easy target."

So, what's it like anyway? Does it hurt when a llama spits on you?

"Naw, it just smells kind of bad," says Amen. "It's not really saliva that they spit at you. It's mainly regurgitated food. These animals ruminate and chew their cud just like cows. They eat alfalfa all day, and when they spit at you, they're actually spitting chewed up alfalfa."

Doctoring Upset Stomachs

Amen said that in addition to collecting serum and OP samples, he also kept a close watch on all the animals for any signs of failing health or injuries. He said the primary complaint of the camelid population at Tacna appeared to be colic (upset stomach).

"Quite a few of them would have colic from time to time. Camelids aren't particularly prone to stomach trouble, but I guess when they're in quarantine they sometimes get fidgety and nervous, plus they've experienced a change in diet, all of which can lead to digestive problems.

"Alfalfa isn't their normal diet," Amen noted. "Mountain grasses are what they usually eat. It's pretty easy to spot an alpaca with an upset stomach," he continued. "They lie

down, get up, and lie down again. They roll over. They look at their stomachs. And when the other alpacas are eating, they'll hold back and just watch."

So what do you do for an alpaca with an upset stomach?

"I inject him with a mild tranquilizer to calm him down a little bit. Then I give him some milk of magnesia (actually, magnesium sulfate). A couple of animal caretakers hold him still, and I feed a tube down his esophagus and give it to him that way. It doesn't hurt him, and pretty soon he's feeling better and starts eating again. I've never lost a patient yet because of stomach trouble.

"Actually, one of the alpacas died while I was there," explained Amen, "but it wasn't because of stomach problems. The cause of death appeared to be pneumonia. After he died I performed a necropsy and took tissue samples from the lymph nodes and all the major organs. We packed the samples in dry ice and sent them to FADDL for testing."

Amen said that whenever an animal dies in quarantine, protocols require that tissue samples be collected and analyzed, even if the attending veterinarian is reasonably sure that the death was not caused by some virulent, highly contagious pathogen such as foot-and-mouth disease. (In this case, test results from FADDL eventually revealed that the animal died of congestive heart failure.)

Generally, if an animal in quarantine succumbs to a disease, chances are the animal was already harboring the disease when it entered quarantine. The chances of such a disease entering a quarantined building and infecting a healthy quarantined population is remote, because all USDA-supervised quarantines occur in extremely biosecure facilities.

Vector-proof Facilities

Explains Amen: "APHIS generally requires that quarantine facilities be completely vector proof; that is, that all openings be screened to keep out insects and anything else that might carry disease into the facility."

Amen said the screening requirement was waived for the Tacna quarantine project, however, be-

cause there simply aren't that many insects buzzing around, especially mosquitos and other biting insects. It's just too dry and hot in that area of Peru for many insects to breed and hatch. Subsequently, screening was not required at the quarantine facility in Tacna.

"We didn't have insects, but we had other visitors," Amen said. "One day I noticed that some sparrows had gotten in through this 12-inch opening that existed between the facility's walls and the ceiling. They were flying around up there. And then I noticed that they were building nests.

Discouraging Sparrows

"I really didn't see any way that they could compromise the facility's biosecurity as far as the diseases we were concerned about, but nevertheless, I decided that they didn't need to be there. So I had to figure out how to convince them to move out.

"I talked to the Peruvians about it, and they came up with a solution right away. Slingshots. They all had slingshots. They told me that when they were little kids growing up in the mountains, they would use slingshots to hunt ducks and rabbits and things, and so they had become very adept in the art of slingshooting.

"Pretty soon they were busy pestering the sparrows, shooting pebbles at them. I told them not to try to score any direct hits, just some near misses to frighten them. And so that's what they did.

"Let me tell you, their accuracy was incredible, especially considering the distances involved. They could put a stone within a half inch of some tiny bird that was way, way up there where the opening in the roof was.

"Needless to say, it didn't take very long for the sparrows to get the message. After a few days of dodging pebbles, they decided to find some place else to live.

"I thought that was kind of a neat solution to our bird issue."

Upon his departure from Peru on January 28, Amen was replaced by Franklin Humphreys from Mississippi and Timothy Deveau from Wisconsin, who remained for 30 days. The last half of the quarantine was supervised by Victor Becerra from Ames, IA, and Stephen Ellis from Maine. ♦

APHIS 1994 Calendar of Events

MARCH

Women's History Month

1st—3rd	16th Vertebrate Pest Conference (ADC)
3rd—4th	Food Safety Forum (VS, IS)
3rd—6th	National Wildlife Federation (ADC)
4th—5th	National Pork Producer Council (VS)
9th	American Assn. for Laboratory Animal Science (REAC)
9th	Colombian Senior Review Group Meeting (IS)
10th	Catching Your Dreams—workshop celebrating women's history
11th	Women's Executive Leadership Program Announcement Closes
15th—17th	Management Team Meeting (PPQ)
15th—18th	12th Conference of the OIE Regional Commission for the Americas (IS)
16th—18th	Public Responsibility in Medicine and Research National Conference (REAC)
16th—19th	Pre-shipment meeting on stone fruit (PPQ)
18th—23rd	59th North American Wildlife and Natural Resources Conference (ADC)
21st—24th	FOSSE Conference (M&B)
21st—25th	Programs Managers' Training (M&B)
22nd—25th	Administrative Systems for Program Managers (FSO)

MAY

Asian/Pacific Heritage Month

1st—4th	50th Annual Northeast Fish and Wildlife Conference (ADC)
12th—13th	Conference on Research Animal Anesthesia, Analgesia, and Surgery (REAC)
16th—20th	OIE 62nd General Session of the International Committee. (IS)
16th—20th	Annual Safety and Health Conference (M&B)
18th—20th	President's Committee on Employment of People with Disabilities Annual Conference (EO/CR)
19th—20th	Pink Bollworm Rearing Facility Meeting (PPQ)
30th	*Memorial Day

*Government holiday

APRIL

2nd	APHIS' Birthday
4th—8th	Bilateral talks with Korea (PPQ)
6th—9th	International Workshop on Animal biotechnology Issues (BBEP)
10th—15th	Quadrilateral Meetings (IS, VS, PPQ)
11th	Senate Appropriation Hearing
12th—15th	12th Eastern Black Bear Workshop (ADC)
13th	Financial Planning Workshop (WIN)
13th	House Appropriation Hearing
13th—14th	Veterinary Biologics Public Meeting (BBEP)
13th—15th	Livestock Conservation Institute (VS)
14th—15th	National Association of PPQ Managers Meeting (PPQ)
17th—19th	Animal Air Transportation Assn. Meeting (VS)
18th—19th	Conference on Scientific Issues Related to Allergenicity in Transgenic Food Crops (BBEP)
20th—22nd	NAPPO Executive Committee Meeting (PPQ)
24th—25th	NAAE Consultation and Convention (PPQ)
24th—30th	Professional Secretaries Week
26th—27th	Northeast Animal Health Assn. (VS)

JUNE

1st—3rd	Organization for Economic Cooperation and Development (BBEP)
6th—9th	Seed Schemes meeting (BBEP)
8th—10th	Southeast Animal Health Association (VS)
9th—11th	National Council of Hispanic Women Conference (EO/CR)
10th—12th	World Pork Expo; National PRV Seminar (VS)
12th—14th	Northeastern Poultry Diseases Conference (VS)
12th—15th	National Assn. of Environmental Professionals 19th Annual Conference and Exposition (ADC)
20th—24th	Tripartite Meeting (VS)
27th—29th	Biennial Conference of National Poultry Improvement Plan (VS)
27th—3rd	LULAC 65th Annual National Convention (EO/CR)

To submit items for future Calendars of Events, contact us at (301) 436-7257. Because of limited space, we cannot guarantee all events submitted will be included.

This list includes the names of APHIS employees who retired between December 16, 1993, and February 16, 1994.

Animal Damage Control

Charles Batchlor, Hyattsville, MD
Roy Carpenter, Dillon, MI
Rust Cox, Prineville, OR
Freddie Evans, Slaton, TX
R. Dean Leclerc, Lebanon, OR
Berkeley Peterson, Oklahoma City, OK

Regulatory Enforcement and Animal Care

Everett Crooks, Hyattsville, MD

Veterinary Services

Eugene Bifano, Queens, NY
Alexander Chamberlain, Austin, TX
Alyce Chittum, Baton Rouge, LA
Orland Good, Beaumont, TX
Ralph Hall, Eagle Pass, TX
Carlos Ortiz, Bayamon, PR
Carl Pfitzenmaier, Chelsea, MI
Joseph Rinehart, Waloo, OH
Roger Santos, North Chelmsford, MA
Edd Thomae, San Benito, TX
Brenda Treadway, Sacramento, CA

Legislative and Public Affairs

Elizabeth Nordin, Hyattsville, MD

Plant Protection and Quarantine

Harvey Dennis, Phoenix, AZ
Francis Formichella, Norfolk, VA
Robert Foster, Hyattsville, MD
Richard Gaines, Avoca, NY
Jacquelyn Howells, Norfolk, VA
Frank Korensky, Elizabeth, NJ
George LaFave, Charleston, SC
Charles Lovett, Jr., Waco, TX
James Toma, Honolulu, HI
George Vanech, Moorestown, NJ
John Yelvington, Miami, FL

Management and Budget

Gary Wilson, Hyattsville, MD

Deaths

This list includes the names of APHIS employees who died between December 16, 1993, and February 16, 1994.

Animal Damage Control

Dennis Linzy, Rexburg, ID

Secretary from page 2

The 1990's secretary has to do everything that secretaries in years gone by have done plus so much more. We have tackled computers. Software is available to help the secretary become more efficient. Our products have more visual appeal than in pre-computer times. There are constant revolutions in computer technology, that the secretary must keep up with to excel in the job.

We also have additional responsibilities. We are contributing more to the planning process and composing our own documents, not just typing others. Today's secretaries are

encouraged to show initiative. If we see a need to improve an aspect of our job or office, we can discuss it with our supervisors and implement a change.

I like the definition of the word "secretary" that Blanche Ettinger quoted from the Professional Secretaries International in her book, *Opportunities in Secretarial Careers* (VGM Career Horizons, 1992). It reads, "a secretary is an executive assistant who possesses a mastery of office skills, demonstrates the ability to assume responsibility without direct supervision, exercises initiative and judgement, and makes decisions within the scope of assigned authority."

For me, this definition more clearly explains the wide range of duties and responsibilities that today's secretary has. I wait patiently for Webster and Random House to join the twentieth century, revise their definitions, and give secretaries the credit they so richly deserve. ♦

Are you interested in contributing your thoughts to Secretarial Focus? If so, contact Linda Story, Program Manager for Operation Jumpstart: 301-436-5551.

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